



SECRETARY OF THE AIR FORCE
WASHINGTON

DEC 6 1999

MEMORANDUM FOR ALMAJCOM-FOA/CC/FM
ALL AIR FORCEPEOS AND DACS

SUBJECT: Congressional New Start Notifications

The Air Force has been heavily criticized by some in Congress for failing to comply with new start notification procedures. One indicator of this Congressional discontent is the statutory provision enacted in the FY 1999 and FY 2000 Appropriation Acts that prohibits funding the salaries of individuals who fail to adhere to new start notification procedures.

A new start is simply the initiation of an effort not justified to and approved by Congress during the appropriations process for the fiscal year involved. A new start of any dollar amount requires notification to Congress, and, in some cases, Congressional approval. The amount of funding determines only the method of notification.

New starts that arise after enactment of an appropriation must be identified to this headquarters and appropriate notification action accomplished. All rules for new starts must be rigorously enforced. Any potential actions that are not clear-cut or may be characterized as "gray" must be treated as a new start. New start issues will be emphasized and carefully scrutinized during all budget and program reviews.

I have convened a multi-functional review team to develop a detailed process for use throughout the Air Force in identifying, defining and certifying new starts. Interim changes to Air Force instructions will be issued later this month, and there will be a mandatory training program conducted in January, February, and March 2000. At this time the focus will be on the **RDT&E** and Procurement accounts, but O&M may also be affected; Military Construction accounts are not affected.

If there is any doubt about whether an effort constitutes a new start, you should assume that it does and make the appropriate notifications. If you have any questions or doubts, do not hesitate to contact SAF/FMB, SAF/AQX or AF/ILS for assistance in determining whether an effort is or is not a new start. We must meet our disclosure responsibilities fully in order to protect our **authority to initiate new starts** and execute programs essential to the **Air Force's mission**.

A handwritten signature in black ink, likely of a high-ranking official, is located at the bottom right of the page. The signature is stylized and appears to be "William J. Roth".

cc:

DISTRIBUTION C

AC21SRC/CC

Commander, Air Expeditionary Forces Battlelab

Commander, Space Battlelab

Commander, Force Protection Battlelab

Commander, Command and Control Battle

Management Battlelab

Commander, Unmanned Aerial Vehicle Battlelab

Commander, Information Warfare Battlelab